

MINUTES OF REGULAR MEETING
SEPTEMBER 25, 2013

CALL TO ORDER

The Regular meeting of the Ocean City Board of Education was called to order by President Moiso on Wednesday, September 25, 2013 at 7:00 p.m. at the Ocean City High School Community Room, 501 Atlantic Avenue, Ocean City, NJ.

OPEN PUBLIC MEETINGS ACT ANNOUNCEMENT

President Moiso announced that adequate notice of this meeting was provided in accordance with the Open Public Meetings Act, Chapter 231, P.L. 1975. Notice of the time, place and agenda were filed with the city clerk, posted in the lobby of City Hall, and delivered to the Ocean City Sentinel and the Atlantic City Press.

President Moiso led everyone present in a salute to the flag.

ROLL CALL OF MEMBERS

On roll call, members present were H. James Bauer, Kim Breckley, Jill Casaccio, Joseph S. Clark, Jr., Raymond Clark, Jacqueline McAlister, Thomas R. Oves, Jr., J. Tiffany Prettyman and Brenda Moiso. Also present were Kathleen Taylor, Ed.D., Superintendent, Mark A. Ritter, Interim Business Administrator/Board Secretary and Michael Stanton, Esquire. Members absent were H. Lloyd Hayes and Debbie McLees. There were 14 members of the public present.

PRESENTATIONS:

Dr. Taylor and Mrs. Moiso presented Greg Donahue with a certificate and a memento in recognition of his years of service as a Board Member.

Charlene Zoerb of the New Jersey School Boards Association and Dr. Taylor presented the 2013-18 Strategic Plan. They thanked all of the people who worked on the plan, reviewed the findings and discussed the recommendations for the future.

PUBLIC COMMENTS – AGENDA ITEMS ONLY:

There were no public comments.

SUPERINTENDENT'S REPORT:

Dr. Taylor gave an overview of the Agenda.

Based on the recommendation of the Superintendent of Schools, the following resolutions are presented for formal approval by the Board of Education.

Motion by Mr. Raymond Clark, seconded by Mr. Joseph Clark and carried unanimously, the Board of Education approved the following Superintendent's recommendations by "roll call vote." Members absent were Mr. Hayes and Mrs. McLees.

2. Curriculum and Instruction

A. Out-of-District Placements

The Board approves the following out-of-district student placements for the 2013-14 school year:

<u>Placement</u>	<u>Number of Students</u>	<u>School District</u>	<u>Tuition Cost</u>
Yale – Voorhees	1	OC	\$57,349
REAL Center (In Laurel Springs)	1	UT	\$33,300

B. High School Field Trip Request

The Board approves the attached High School Field Trip list.

C. Atlantic Cape Community College Agreement

The Board approves the Dual Credit Agreement between Atlantic Cape Community College and Ocean City High School for the following classes:

- ACCT130 Financial Accounting, 4 credits @ \$45 per credit
- BUSN101 Intro to Business, 3 credits @ \$45 per credit
- ECON110 Principles of Economics I, 3 credits @ \$45 per credit
- ECON111 Principals of Economics II, 3 credits @ \$45 per credit

D. IDEA Consortium 2014

The Board authorizes the Ocean City School District to be the lead agency in the fiscal year 2014 IDEA Consortium with the Sea Isle City School District as the participant agency.

Informational Item (Attachment)

Harassment, Intimidation and Bullying investigation report.

- Curriculum and Student Affairs Committee Report – Mr. Bauer, Chairperson
Mr. Bauer gave a report of the committee meeting.

3. Finance

A. Bill List (Attachment #3.A)

The Board approves payment of bills for September 2013 in the amount of \$3,990,359.20.

B. Secretary and Treasurer Reports (Attachment #3.B)

The Board approves the Board Secretary's Monthly Financial Report and the Treasurer of School Funds' Reports for July 2013 and August 2013.

C. Line Item Transfers (Attachment #3.C)

The Board approves the revenue and appropriation transfers for July 2013 and August 2013. The Board also acknowledges receipt of the State of NJ mandated transfer reconciliation form for July 2013 and August 2013.

D. Travel & Expense Reimbursement (Attachment #3.D)

The Board approves the September 2013 list of Board of Education Members and School District Staff travel and related expense reimbursements.

E. Quoted Transportation Contract

The Board approves the 2013-14 quoted transportation contract with First Student, Inc. for transportation of one student to Shop Rite of Rio Grande, Monday - Wednesday, and to Acme of Cape May Court House, Thursday - Friday, as part of student's instructional program at Cape May County Special Services School District, in the amount of \$10 per diem beginning September 23, 2013 to June 30, 2014 on Route No. CMCALTHSWP, for a total contract amount of \$1,670.

F. Bedside Services' Contract*

The Board approves a contract with Barbara Mark-Wojtowicz (BMW Enterprises, LLC) to provide bedside instruction services at Carrier Clinic. The fee for the service is \$75.00 per hour, for the 2013-14 school year.

G. Acceptance of Nonpublic Textbook Aid

The Board accepts Nonpublic Textbook Aid for Westminster Christian Academy for the 2013-14 school year in the amount of \$2,743.00.

H. Acceptance of Nonpublic Technology Aid

The Board accepts Nonpublic Technology Aid for Westminster Christian Academy for the 2013-14 school year in the amount of \$1,000.00.

I. Ocean City Free and Public Library Grant Application

The Board approves the submission of a grant application to the Ocean City Free and Public Library for "Bringing the Wetlands into Ocean City's Classrooms" for the 2013-14 school year in the amount of \$17,000.

J. IDEA Fiscal Year 2014 Grant Application Submission

The Board authorizes the District's submission of the IDEA fiscal year 2014 grant application for the following amounts:

IDEA Basic	\$421,359
IDEA Preschool	\$ 13,315

K. No Child Left Behind (NCLB) Fiscal Year 2014 Grant Acceptance

The Board approves the acceptance of the NCLB fiscal year 2014 grant funds in the amount of \$366,106.00.

*This professional service appointment is recommended for approval as an authorized exception to the Public School Contracts Law (N.J.A.C. 6:20-8.1 through 6:20-8.7 and N.J.S.A. 18A: 18A-1, et seq.) competitive bidding requirements.

4. Personnel

A. Substitutes (Attachment #4.A)

The Board approves the attached, criminal history approved/HIB trained substitutes, for the 2013-14 school year.

B. High School Coach Stipend*

The Board approves Ashley Schmid, Girls' Soccer freshman coach, a revised stipend of \$4,000*, step 1, for the 2013-14 school year.

C. High School Co-Curricular Activity Sponsors and Stipends*

The Board approves the following co-curricular activity sponsors and stipends for the 2013-14 school year:

Shane McGrath, co-strength and conditioning coach, \$2,619*, ½ of step 1
Sean Matthews, co-strength and conditioning coach \$2,619*, ½ of step 1

*pending negotiations

- D. Extension Program Teachers
The Board approves GERALYN WILLISCROFT, Extension Program Teacher of English 11 and English 12, for the 2013-14 school year at \$30/hour, not to exceed 6.5 hours per week.
- E. Change in Assignment – Supportive Staff
The Board approves the change in assignment for Gretchen Smith, from full-time High School food service worker to full-time High School cafeteria person-in-charge, position carries an addition \$400 stipend.
- F. Revised Leave of Absence – High School Supportive Staff (Attachment #4.F)
The Board approves employee #2815, a revised FMLA unpaid leave of absence effective August 28, 2013 through October 5, 2013, returning to work on October 7, 2013.
- G. Leave of Absence – High School Supportive Staff (Attachment #4.G)
The Board approves employee #2763, a paid leave of absence effective October 15, 2013 through ½ day on November 4, 2013, and an unpaid FMLA leave of absence, effective ½ day on November 4, 2013 through November 19, 2013 with an expected return date of November 20, 2013.
- H. Short Term Leave Replacement – District Certificated Staff
The Board approves Timothy Adamcik, short term leave replacement Speech Language Specialist, effective October 15, 2013 through February 13, 2014, at \$160 per day.
- I. Employment – District Supportive Staff
The Board approves Bruce Twiggs, Special Education Aide, effective September 30, 2013 through June 30, 2014, at \$18,860* (pro-rated), step 1, 7 hours a day, with salary charged to IDEA Basic FY14 Federal Grant.
- J. Transfer of Supportive Staff
The Board ratifies the transfer of Therese Hudson, from a District Special Education Aide to the Library Aide in the Intermediate School, effective September 19, 2013 through June 30, 2014, no change in salary, 8 hour day.
- K. Transfer of Supportive Staff
The Board ratifies the transfer of Sandra Kooker, from Intermediate School Library Aide to District Special Education Aide, effective September 19, 2013 through June 30, 2014, with no change in salary, 7 hour day.
- L. High School Federal Grant Salary Allocations
The Board authorizes the following salary allocations to be charged to the identified Federal Grants for the 2013-14 School year:
- | | |
|---|--|
| Charles Dolinsky, Special Education Teacher | \$8,000 – IDEA Basic FY14 |
| Katelyn Bell, Special Education Aide | \$19,698 – IDEA Basic FY14 |
| Ronald Ewing, Special Education Aide | \$22,386 – IDEA Basic FY14 |
| Nancy Filangieri, Special Education Aide | \$18,860 – IDEA Basic FY14 |
| Patricia Henry, Special Education Aide | \$18,860 – IDEA Basic FY14 |
| Bruce Twiggs, Special Education Aide | \$18,860 (pro-rated) – IDEA Basic FY14 |
| Melanie Vitale, Special Education Aide | \$20,603 – IDEA Basic FY14 |

*pending negotiations

M. Salary Classification Changes for District and High School Faculty (Attachment #4.M)

The Board approves the attached District and High School faculty salary classification changes for the 2013-14 school year.

Informational Items

The members of the Safety Team (HIB) for the High School, Intermediate School and Primary School for the 2013-14 school year are as follows:

High School

Heather Kelly, School Psychologist – Anti-Bullying Specialist
Raymond Martin, Guidance Counselor – Alternate Anti-Bullying Specialist
Margaret Corcoran, Guidance Counselor – Extension Program Liaison
Susan Palmer, Assistant Principal
Rosemary Millar, School Nurse
Dr. Aaron Wohlrab, Teacher
Catherine Kline, Teacher

Intermediate School

Dr. Vicki Scheetz, School Psychologist - Anti-Bullying Specialist
Shannon Pruitt, Guidance Counselor - Alternate Anti-Bullying Specialist
Geoffrey Haines, Principal
Curt Nath, Curriculum Director for K-12 Humanities and Secondary Education
Connie Meng, School Nurse
Patricia Stineman-Horvath, Student Assistance Coordinator
Pamela Wilson, Learning Disabilities/Teacher Consultant
Franklin Butterick, Teacher

Primary School

Joel Dougan, Guidance Counselor - Anti-Bullying Specialist
Dr. Ellen Wright, Learning Disabilities/Teacher Consultant – Alternate Anti-Bullying Specialist
William Boyle, Interim Principal
Cathleen Smith, Principal, effective October 15, 2013
Alice Wolf, School Nurse
Jennifer Farrell, Teacher

Parent invitee members not identified for publication.

- Negotiations Committee Report – Mr. Joseph Clark, Chairperson
Mr. Joseph Clark gave a report of the committee meeting.

5. Policy

A. Policies – 2nd Reading

The Board approves the following replacements, additions and or deletions to the Board Policy and/or Regulation Manuals.

1. Revised Bylaw
0000.02 Introduction

2. Revised Policies
 - 5120 Assignment of Pupils
 - 5533 Pupil Smoking
 - 7434 Smoking in School Buildings and on School Grounds

B. Policies – 1st Reading

The Board approves the following replacements, additions and or deletions to the Board Policy and/or Regulation Manuals.

1. Delete Policy
 - 1522 School-Level Planning (M)

2. New Policies
 - 3144.12 Certification of Tenure Charges – Inefficiency (M)
 - 3144.3 Suspension Upon Certification of Tenure Charge

- Policy Committee Report – Mrs. Tiffany Prettyman, Chairperson
Mrs. Prettyman gave a report of the committee meeting.

6. Public Relations

- Public Relations Committee Report - Mr. Raymond Clark, Chairperson
Mr. Raymond Clark gave a report of the committee meeting.

Motion by Mr. Raymond Clark, seconded by Mr. Joseph Clark and carried unanimously by the Ocean City Board of Representatives, the Board of Education approved the following Superintendent's recommendations by "roll call vote." Member absent was Mr. Hayes.

1. Buildings and Grounds

A. Use of Facilities (Ocean City Representatives Only)

The Board approves the following requests for the use of the High School and Primary School:

High School

Requested By: Starstruck Dance Academy
Use: Dance Recital
Date/Times: June 27, 2014 (Fri), Rehearsal - 2:00PM-10:00PM
June 28, 2014 (Sat), Recital - 11:00AM-7:00PM
Rooms: Auditorium and Classrooms F105 and F107
Fee: \$2,846.00

Requested By: First Night of Ocean City
Use: New Year's Eve
Date/Times: December 31, 2013 (Tues), 2:00PM-12:00AM
Room: Community Room, Auditorium, Main Gym, Auxiliary Gym, Cafeteria and Kitchen
Fee: No charge

Primary School

Requested By: First Night of Ocean City
Use: New Year's Eve
Dates/Times: December 31, 2013 (Tues), 2:00PM-12:00AM
Rooms: Multi-Purpose Room and Kitchen
Fee: No charge

B. Dual Use Classrooms (Ocean City Representatives Only)

The Board approves the dual instructional use for following classroom for the 2013-14 school year and authorizes the School District to request approval from the New Jersey Department of Education:

Intermediate School Rooms 411 / Reading / Physical Therapy

- Buildings and Grounds Committee Report – Mr. Oves, Chairperson
Mr. Oves Clark gave a report of the committee meeting.

2. **Curriculum and Instruction**

E. Revised CAP Agreement of Services (Ocean City Representatives Only)

The Board approves the revised Agreement of Services with the Atlantic/Cape May County Child Assault Prevention (CAP) Program for the School District's Kindergarten thru 6 grades. This Agreement was previously approved on July 24, 2013 for Kindergarten only. The Ocean City PTA will fund this Program.

F. Intermediate School Field Trip Request (Ocean City Representatives Only)

The Board approves the attached Intermediate School Field Trip list.

3. **Finance**

L. Cape Educational Grant (Attachment #3.L) (Ocean City Representatives Only)

The Board approves the submission and receipt of \$497.90 Cape Educational Grant money for the Intermediate School Cape Educational Grant application, "Just Jump."

M. Disposal of Textbooks (Attachment #3.M) (Ocean City Representatives Only)

The Board approves the disposal of the attached textbooks that are no longer needed as per N.J.S.A. 18A34-3.

4. **Personnel**

N. Salary Classification Changes for Intermediate and Primary Schools' Faculty (Attachment #4.N) (Ocean City Representatives Only)

The Board approves the attached Intermediate and Primary Schools' faculty salary classification changes for the 2013-14 school year.

O. Intermediate and Primary Schools' Federal Grant Salary Allocations (Ocean City Representatives Only)

The Board authorizes the following salary allocations to be charged to the identified Federal Grants for the 2013-14 School year:

Jennifer Farrell, Title I, Reading Specialist	\$55,756 – Title I
Kristen Morey, Title I, Reading Specialist	\$55,756 – Title I
Erin Porter, Title I, Mathematics Teacher	\$50,453 – Title I
Jennifer DeVlieger, Kindergarten Teacher	\$16,727 – Title IIA
Jennifer Eget, First Grade Teacher	\$29,441 – Title IIA
Danielle Landi, First Grade Teacher	\$15,136 – Title IIA
Dolores Vivarelli, Pre-School Disabilities Teacher	\$10,000 – IDEA Preschool FY14
Janice Annarelli, Special Education Aide	\$20,846 – IDEA Basic FY14
Janice Baldyga, Special Education Aide	\$21,103 – IDEA Basic FY14
Susan Richards, Special Education Aide	\$17,889 – IDEA Basic FY14
Karen Wallenstein, Special Education Aide	\$19,698 – IDEA Basic FY14

P. Leave of Absence – Primary School Certificated Staff (Attachment #4.P) (Ocean City Representatives Only)

The Board approves employee #1245, a paid leave of absence, effective November 11, 2013 through December 11, 2013.

Q. Short Term Leave Replacement – Intermediate School Certificated Staff (Ocean City Representatives Only)

The Board approves Joseph M. Lehman, short term leave replacement Teacher of Mathematics, effective September 26, 2013 through October 10, 2013, at \$160 per day.

APPROVAL OF MINUTES:

Motion by Mr. Bauer, seconded by Mr. Raymond Clark, the Board of Education approved the following minutes as presented.

Special Meeting – August 14, 2013

Motion carried unanimously.

Regular Meeting and Executive Session – August 28, 2013

Motion carried with the following vote to abstain – Mr. Oves.

UNFINISHED BUSINESS:

There was no Unfinished Business.

NEW BUSINESS:

There was no New Business.

PUBLIC COMMENTS:

Victor Staniec asked about the procedures followed in making the recommendation to dispose of unused textbooks.

Mr. Ritter replied that all required procedures were followed.

BOARD COMMENTS:

Board comments included: Kudos for the new school store as well as the engineering program; thanks to Greg Donahue; and announcements of upcoming school and community activities.

EXECUTIVE SESSION:

Motion by Mr. Raymond Clark, seconded by Mr. Joseph Clark and carried unanimously to adopt a resolution to go into Executive Session.

President Moiso stated: WHEREAS, the Open Public Meetings Act authorizes Boards of Education to meet in executive session under certain circumstances,

WHEREAS, the Open Public Meetings Act requires the Board to adopt a resolution at a public meeting to go into private sessions; now therefore,

BE IT RESOLVED by the Ocean City Board of Education, that it is necessary to meet in executive session to discuss certain items involving: matters concerning negotiations, and specifically: support staff and matters involving anticipated or pending litigation, including matters of attorney-client privilege, and specifically: Ocean City Board of Education vs. ACE Insurance.

BE IT FURTHER RESOLVED that any discussion held by the Board which need not remain confidential will be made public as soon as feasible. The minutes of the executive session will not be disclosed until the need for confidentiality no longer exists.

FURTHER RESOLVED that the Board of Education will return to open session.

The meeting adjourned into Executive Session at 7:57 p.m.

RECONVENE:

The Board reconvened at 8:47 p.m.

ADJOURNMENT:

Motion by Mr. Bauer, seconded by Mr. Joseph Clark and carried unanimously by roll call vote to adjourn the meeting at 8:48 p.m.

Respectfully submitted,

Mark A. Ritter
Interim Business Administrator/Board Secretary

/sp

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Mark A. Ritter
Interim Business Administrator/Board Secretary

/sp

OCEAN CITY BOARD OF EDUCATION
MINUTES OF EXECUTIVE SESSION
HELD ON SEPTEMBER 25, 2013

Members present were H. James Bauer, Kim Breckley, Jill Casaccio, Joseph S. Clark, Jr., Raymond Clark, Jacqueline McAlister, Thomas R. Oves, Jr., J. Tiffany Prettyman and Brenda Moiso. Also present were Kathleen Taylor, Ed.D., Superintendent, Mark A. Ritter, Interim Business Administrator/Board Secretary and Michael Stanton, Esquire. Also present was Mark Toscano. Members absent were H. Lloyd Hayes and Debbie McLees.

Matters concerning negotiations, and specifically: support staff.

Mr. Toscano described the negotiations' session with the OCESSA held on September 5 and noted that a tentative agreement has been reached. Action Taken – none; Board of Education ratification scheduled to be held October 16, 2013.

Mr. Toscano left the Executive Session.

Matters involving anticipated or pending litigation, including matters of attorney-client privilege, and specifically: Ocean City Board of Education vs. ACE Insurance.

Mr. Stanton reported on continuing conversations with representatives of ACE. Settlement terms were again offered. Action taken – recommend approval of settlement terms after Mr. Stanton iron out final details with ACE.

The Executive Session ended at 8:47 p.m.

Respectfully submitted,

Mark A. Ritter
Interim Business Administrator/Board Secretary

/sp